

**2007 Electronic Waste Recycling Collection Event:  
Gallatin E-waste Round-up  
for  
Gallatin County, Montana  
  
FINAL REPORT**

**Gallatin Local Water Quality District  
Bozeman, Montana**



**Prepared by**

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Bozeman, MT 59715**

**October 30, 2007**

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## I. INTRODUCTION

The mission of the Gallatin Local Water Quality District (GLWQD) is to "...protect, preserve and improve the quality of surface water and ground water." Created in 1995 by the Gallatin County Commission (Resolution No. 1995-55), and approved by the Montana Board of Environmental Review in 1997, the GLWQD operates as a non-regulatory department of Gallatin County.

Responsibilities of the GLWQD are to develop preventative measures needed to ensure a continued supply of clean water. Emphasis is placed on the development, facilitation and implementation of voluntary preventative measures and management practices to meet the organization's mission. This is accomplished through a focus on monitoring/research, education/outreach and dissemination of information essential for making sound decisions in preventing water pollution. The GLWQD 5-year Work Plan contains several goals and objectives related to this. One of the objectives is to assist individuals and businesses in managing and disposing of hazardous materials and wastes.

## II. BACKGROUND

Technological advances in computers and other electronic devices have been occurring at a rapid pace for many years. Our appetite for wanting to keep pace with technology has lead to an excess of outdated and/or unwanted computers and other technology equipment known as e-waste (electronic waste). Electronic equipment contains heavy metals (mercury, lead, etc.) and other types of hazardous materials. So when e-waste is disposed of improperly, it can contaminate our environment.

Across the country, solid waste facilities realize the hazardous nature of e-waste and many have banned their disposal. Some manufacturers and retailers are now offering take-back programs for proper recycling. The public is also becoming increasingly more aware that e-waste should not just be thrown away in the trash. As a result, e-waste collection events are becoming more common across the country, providing households and businesses with a convenient way to properly dispose of their unwanted electronic equipment.

The first e-waste event in Montana was conducted as part of the Gallatin Household Hazardous Waste Collection Event conducted in partnership between the City of Bozeman and GLWQD in May 2003. One roll-off trailer was filled at this event. In 2004, both entities partnered again to hold an Automotive and E-waste Collection Event. Since then, the GLWQD has hosted three e-waste recycling collection events in Gallatin County: November 2004, October 2006 and October 2007.



One roll-off trailer of e-waste was collected in 2003 at the Gallatin County HHW Collection Event.



Preparing to transport e-waste collected at the 2004 Automotive and E-waste Event.

It is estimated that the tonnage of e-waste collected at each of our events in 2003 and the 2004 Automotive and E-waste Event totaled 8 tons each for a total of approximately **16 tons**.

Through a competitive grant process, the GLWQD was selected as one of twenty organizations from across the country by Dell, Inc. to receive a \$10,000 grant to organize, promote and conduct a free, one-day "No Computer Should Go To Waste" recycling collection event. This was held in November 2004. A satellite event was conducted in West Yellowstone, Montana on November 6th, and the main collection event was held in Bozeman, Montana on November 20th. Our goal was to collect 15 tons of computer equipment. We surpassed this goal and collected a total of **44.4 tons** of e-waste.



Some of the palletized computers collected for recycling at the 2004 "No Computer Should go to Waste" recycling event sponsored in part by a grant from Dell, Inc.



Loading 4 of the 6 semi-trailers used to transport the palletized computers to UNICOR in Atwater, CA at the 2004 collection event.

Early in 2006, the decision was made to hold another e-waste event. This included a satellite event in West Yellowstone. Our goal was to maximize participation by the public and reduce the amount of e-waste entering the local landfills. The level of participation and the volume of computer equipment collected far exceeded our expectations as we collected approximately **118 tons**. Because of the volume of e-waste received, and the limited number of pup trailers we had available to us from the transportation company, we were forced to make the difficult decision to shut-down the event one hour early. Our estimation turned out to be accurate, completely filling all 12 pup-trailers with no residual e-waste remaining that could not be transported.



Nearly 18 pallets of e-waste were collected at our 2006 satellite event in West Yellowstone, MT.



Part of the e-waste volume waiting to be loaded onto semi-trailers at our 2006 event in Bozeman.

Continued demand for community collect events led the GLWQD to decide to hold another e-waste event in 2007 for the residents and businesses in Gallatin County. This report contains a summary of event planning activities, event outcomes, and project expenses for the GLWQD's 2007 E-waste Round-up.

### **III. EVENT SUMMARY**

The GLWQD's 2007 E-waste Round-up was conducted in October. A satellite event was held in West Yellowstone on September 29th. A business only event was held in Bozeman on October 5<sup>th</sup> and a residential household event was held in Bozeman on October 6<sup>th</sup>. Detailed information on event planning and coordination is provided in this section.

#### **A. Event Funding**

The GLWQD staff reviewed expenditures for the 2006 event. Options for funding the event were discussed. These included: charging residents a flat fee per vehicle and/or soliciting potential donors to sponsor part of the event. Since our overall goal was to maximize participation by the public and reduce the amount of e-waste entering local landfills, the decision was made to keep the event free. To help cover expenses, it was decided to solicit sponsors for cash and in-kind services, apply for funding from local private foundations, and request donations from both residents and businesses at the event.

#### **B. Contractor Selection**

The next step involved selecting a contractor to handle both transportation logistics and recycling. A Request for Proposals (RFP) was developed to determine what potential costs would be and where to best apply our fundraising efforts. The RFP was sent to four contractors across the country and was also advertised via legal notice in the Bozeman Daily Chronicle.

Three proposals were received and reviewed by GLWQD staff. Inland Retech, based out of Spokane, Washington, was selected based on overall pricing, and criteria that best fit the requirements outlined by the GLWQD for a community collection event.

#### **C. Target Audience**

The event was open to all residential households and businesses in Gallatin County. Understanding that businesses tend to generate larger volumes of e-waste than households, a separate day was set aside for business e-waste drop-off (Friday, October 5<sup>th</sup>). Businesses were required to contact the GLWQD to schedule an appointment, in advance, to drop-off their e-waste and to provide an estimate on the amount of e-waste they would be discarding. This allowed the GLWQD to estimate volume of e-waste expected and to make sure we had enough volunteers on hand. Hours for drop-off were between 9:00 a.m. and 2:00 p.m.

Residential households in Gallatin County were encouraged to bring their e-waste for drop-off anytime between 9:00 a.m. and 2:00 p.m. on Saturday, October 6<sup>st</sup>. The satellite event in West Yellowstone combined both business and residential into one day and was open from 10:00 a.m. to 1:00 p.m. on Saturday, September 29<sup>th</sup>.



### **D. Event Locations**

The Gallatin County Fairgrounds in Bozeman was selected for the Bozeman two-day event site. This location was optimal because of the availability of an indoor facility to sort, palletize and stage the e-waste for loading onto semi-trailers, it is a centralized location, and the layout is conducive to handling a large volume of traffic. Participants were able to drive their vehicle to one entrance for e-waste drop-off and then leave without having to get out of their cars. The other entrance was available for a forklift to load the pallets into waiting trailers. This minimized cross-traffic and the potential for vehicle versus pedestrian conflicts. In addition, storage was provided for the palletized e-waste from West Yellowstone in advance of the Bozeman event.

The West Yellowstone event was held at the West Yellowstone Compost Facility and Transfer Station. This location also provided an indoor facility for sorting, palletizing and loading e-waste into a truck for transport to Bozeman.



E-waste satellite event at the West Yellowstone Compost Facility and Transfer Station.



Sorting and palletizing inside the Gallatin County Fairgrounds building at the Bozeman event.

### **E. Advertising, Outreach and Education Efforts**

Advertisement for the event began in late August. Below is a listing of the advertising and outreach methods used. See Appendix A for examples of the advertisement and education materials.

- Press releases sent and newspaper display advertisements run in local newspapers.
- Advertisement flyers posted at local businesses and on the GLWQD website.
- Announcements/flyer included in local newsletters (Gallatin County Scoop, Bozeman Area Chamber of Commerce, Big Sky Owners Association).
- Email and listserve announcements (Gallatin County employee listserve).
- Public service announcements (PSAs) & radio ads on local radio stations.
- Press release and Media alert provided to local television stations and newspapers.

Pre-event media coverage included a newspaper article in the Bozeman Daily Chronicle, a news story on the local television station and repeated plugs for the event on local talk radio programs. Newspaper coverage also occurred the day after the event. Fact sheets and education information about e-waste are located on the GLWQD web site year-round.

### **F. Event Sponsors**

Two major event sponsors were secured: Gilhousen Family Foundation and Zoot Enterprises. Funding was successfully obtained by applying through each organization's grant application

process. Additional event sponsors that provided cash or in-kind services included: Allied Waste, City of Bozeman Solid Waste Division, eWranglers, Full Circle Recycling, Gallatin County Fairgrounds, Jennings Law Office, Montana Department of Environmental Quality, Simms Fishing Products and West Yellowstone Compost Facility & Transfer Station. Sponsorship from these organizations was secured through letters of request and personal phone calls and contacts by office staff and partners.

### **G. Donations**

A total of 94 businesses made appointments to drop-off e-waste and were asked to consider making a donation to cover the cost of their e-waste disposal when they called to schedule their appointment. Contributions from local businesses totaled \$3,600. Business contributors received a thank-you letter and were acknowledged in a display ad run in the Bozeman Daily Chronicle (Appendix A). Donations received from residents totaled \$525 between the West Yellowstone and Bozeman events. All residential donors were provided with a receipt acknowledging their contribution.

### **H. Volunteer Recruitment**

E-waste collection events are labor-intensive and require heavy volunteer recruitment and/or paid staff for the event to run smoothly. Overall, recruitment efforts for volunteers were a success yielding 34 volunteers (25 Bozeman, 9 West Yellowstone). Volunteers from past e-waste events were contacted and asked to assist. The Gallatin County Jail Worker Program provided manpower for both the business and residential events. In addition, Inland Retech provided two personnel for both days of the event. Gallatin County Commissioner, Steve White and four Gallatin County employees (Jennifer Blossom, Blair Howze, Tom Moore, Brian Oevermann) also volunteered at the event. The volunteers were thanked for their participation in a display ad placed in the Bozeman Daily Chronicle (Appendix A).



Volunteers unloading a vehicle at the 2007 e-waste round-up.



Volunteers having fun in the wet weather at the 2007 e-waste round-up.

### **I. Gallatin County Surplus Sale**

Gallatin County held a surplus computer and electronic equipment sale, conducted by the County Auditor's Office, on the morning of the Bozeman residential e-waste round-up. All equipment not sold was palletized and added to the e-waste shipped to Inland Retech for recycling.

#### IV. EVENT STATISTICS

The level of participation and the volume of computer equipment collected exceeded our estimate of 60 tons and required us to stop accepting materials and close the event one-half hour early to reduce going over our budget.

Five, 54-foot semi-trailers were used to transport the computer equipment from the collection event to Inland Retch. **The certified weight of e-waste collected totaled 68.26 tons.** The estimated population of Gallatin County on July 1, 2005, totaled 78,210 (source: [www.ceic.commerce.state.mt.us](http://www.ceic.commerce.state.mt.us)) for an estimated 1.75 pounds/capita of computer equipment collected. Table 1 provides a quick reference to the event statistics.

**Table 1. E-waste Round-up Statistics for September 29 and October 5 and 6, 2007.**

DESCRIPTION	TOTAL #'s
Volunteers	34
Volunteer & in-kind hours	418
Business participants	94
54-foot semi-trailers	5
Pallets (estimate)	140
Pounds per pallet	975.14
Total weight (tons)	136,520 (68.26)
Cost per pound based on event cash expenses	\$0.16
Cost per pound based on total event costs (cash + in-kind)	\$0.24
Pounds collected per capita (Gallatin Co. population July 1, 2005 = 78,210)*	1.75

\*Source: [www.ceic.commerce.state.mt.us](http://www.ceic.commerce.state.mt.us)

#### V. BUDGET AND EXPENSES

The E-waste Round-up was free to households and businesses of Gallatin County. Funding was provided through event sponsors (cash and in-kind), cash donations from business and residential event participants, and the GLWQD. Revenue from sponsors totaled \$14,350. Cash donations from businesses and residents totaled \$4,125. The GLWQD cash contribution to the event totaled \$3,274.04.

The total combined cost for holding the E-waste Round-up (cash and in-kind) was \$32,217.37. Of that, \$21,749.04 was cash expenses. In-kind services and materials provided were valued at \$10,468.33. The GLWQD in-kind portion was valued at \$4,400 for staff time. Appendix B contains the complete budget information.

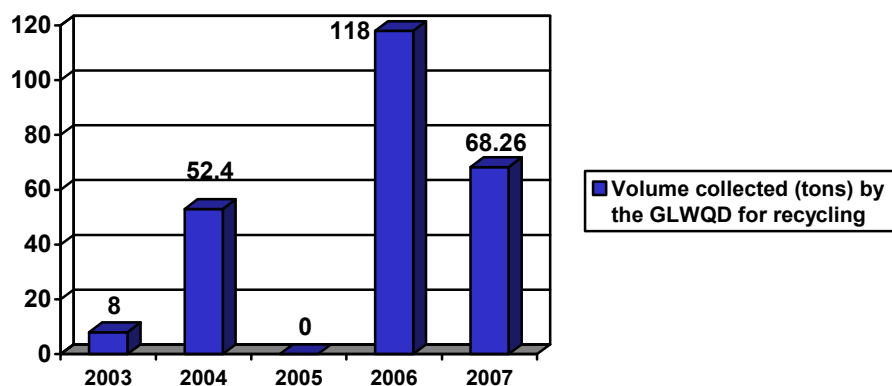
#### VI. CONCLUSIONS

The 2007 E-waste Round-up was successful and public participation and acknowledgement was positive. The GLWQD's diligent approach to obtaining funding through foundations, grants and business sponsorships were key to making this event financially feasible for the GLWQD to coordinate and host.

Since 2003, the Gallatin e-waste collection events held by the GLWQD have recycled **246.66 tons of e-waste** (493,320 pounds). Figure 1 illustrates the overall trend for e-waste recycling in Gallatin County continues to rise.



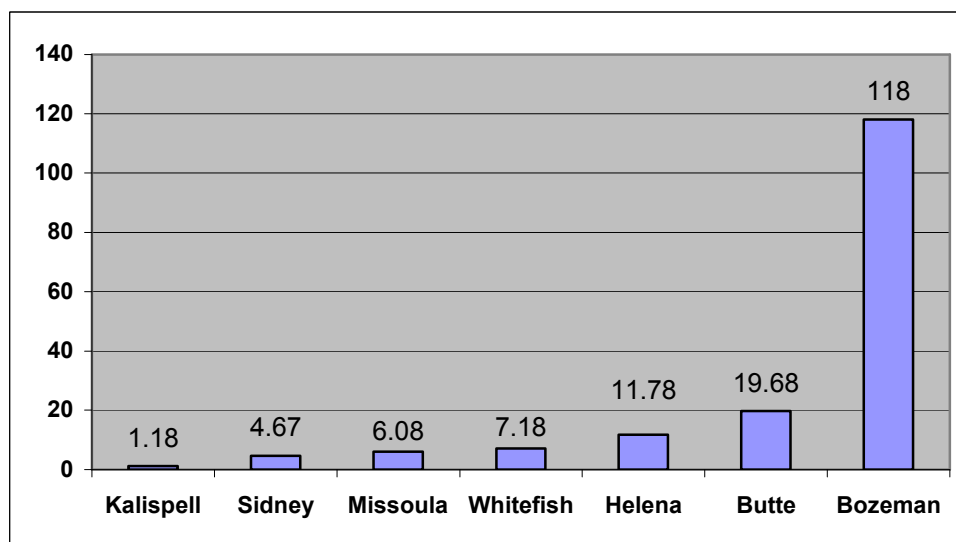
**Figure 1. E-waste Recycling Trend for Gallatin County, Montana**



Source: Gallatin Local Water Quality District.

For the first time in 2006, numerous Montana communities held e-waste events. All these events charged participants a recycling fee, except for the Bozeman/Gallatin County event. Figure 2 shows the communities that held events in 2006 and the e-waste volumes each collected. To date, the GLWQD events have surpassed all other Montana communities in the volume of e-waste collected. Of the 168 tons of e-waste collected for recycling by seven Montana communities in 2006, 118 tons were collected at the GLWQD event in Bozeman. It appears that free vs. fee-based events collect larger volumes of e-waste, thus, keeping more e-waste out of landfills.

**Figure 2. E-waste Collected at Community Recycling Events in Montana in 2006\***



\* Statewide, 168 tons collected in 2006. Of that, 118 tons collected at the Gallatin E-waste Event in Bozeman. This was the only collection event that was free to the public.

E-waste collection events provide a much-needed service to our community, protect our water resources, and extend the life of our local landfills. Public awareness about e-waste and the continued growth of Gallatin County suggests that e-waste events are a vital need to our community and should be continued.

The residents and businesses of Gallatin County have come to expect and rely upon community events for proper recycling of their e-waste. Proper recycling is important for protecting ground water and surface water resources from heavy metal contamination (lead, mercury, cadmium, etc.). One of the easiest ways to reduce this contamination potential is to prevent e-waste from entering our landfills. However, eliminating the option of landfill disposal is not the entire solution. This must be offset with providing long-term options to the public for proper disposal via other venues.

Recently, Staples began accepting e-waste for \$10/unit (CPU, monitor or printer). This provides a local outlet for disposal year-round. However, an individual wanting to recycle a computer system with printer would spend \$30. With the creation of the Gallatin County Solid Waste District (SWD) that now includes the municipalities of Bozeman and Belgrade, it seems logical that the SWD should serve in a leadership role regarding proper e-waste disposal. This could be accomplished by the SWD coordinating and conducting future community e-waste recycling collection events and/or providing convenient e-waste recycling drop-off at the landfill where an approved recycling contractor could then collect the e-waste.

Gallatin County could also benefit from an e-waste recycler locating a collection facility in the Bozeman area. We are anticipating one of the regional recyclers will take advantage of this opportunity within the next year. This could provide a convenient way for the Gallatin County Solid Waste District to coordinate transportation of collected e-waste to a reputable recycling location.



Two of the five semi-trailers filling-up with e-waste.



Stacking monitors on one of the nearly 140 pallets used at the event.

## APPENDIX A

### Advertisement and Education Materials

Page A2	Flyer
Page A3	Newspaper display advertisement
Page A4	Thank you newspaper display advertisement
Page A5	Press Release
Page A6	Media Alert for newspapers and TV stations
Page A7	Donation thank you letter/receipt

# WANTED!

## Electronic Waste

**FREE** to all  
households of  
**GALLATIN  
COUNTY**  
Info @ 582-3148

**BUSINESS  
EVENT:**  
**FRIDAY, Oct. 5th**  
**By Appt. Only!**  
Call 582-3145



Protect our  
land & water  
resources!  
Properly  
dispose of your  
e-waste!



Cash Donations  
Welcome!

**Bring to the Electronic Waste Round-Up**  
**Saturday, October 6th**  
**9:00 a.m. to 2:00 p.m.**

(Gates may close earlier!)

**Gallatin County Fairgrounds, Building #3**

*This event is hosted by:*



The Gallatin Local Water Quality District mission is to protect, preserve and improve ground water and surface water resources in the District.

*Sponsors:*

**Gilhousen Family Foundation**



eWranglers

**SIMMS.**



Full Circle Recycling

Jennings Law Office

**WE CANNOT ACCEPT:** KITCHEN OR BATHROOM ELECTRONICS, APPLIANCES, TV's larger than 19".  
Remove personal & confidential information from equipment prior to drop-off!

*Advertising flyer posted on web sites and various locations around the community.*

# WANTED!

## Electronic Waste

**FREE to  
GALLATIN  
COUNTY  
Residents!**

**Info @ 582-3148**

**BUSINESS  
EVENT:**

**FRIDAY, October 5**

**By Appointment Only**

**Call 582-3145**



**Bring to the Electronic Waste Round-Up**

**Saturday, October 6th**

**9:00 a.m. to 2:00 p.m.**

**(Gates may close earlier!)**

**Gallatin County Fairgrounds, Building #3**

**Protect our  
land & water  
resources!**

**Properly  
dispose of your  
e-waste!**



**Cash  
Donations  
Welcome!**

WE CANNOT ACCEPT: KITCHEN OR BATHROOM ELECTRONICS, APPLIANCES, CONSOLE TV's.

Remove personal & confidential information from equipment prior to drop-off!

**Hosted by:**



Our mission is to  
protect, preserve and improve  
ground water and surface water  
resources in the District.

**Sponsors:**

**Gilhousen Family Foundation**






**ALLIED WASTE SERVICES**



**ENVIRONMENTAL QUALITY**



**SIMMS.**





**Jennings Law Office**




**eWranglers**




**Full Circle Recycling**

*Display advertisement placed in all the local newspapers.*






## THANK YOU...



2007 Gallatin E-waste Round-up sponsors, donors and especially the volunteers who worked long and hard unloading, sorting and palletizing e-waste. We couldn't have done it without you!

**68.26 Tons** ...The volume of computers and related electronics collected by the Gallatin Local Water Quality District for environmentally responsible recycling and disposal.

*Our mission is to protect, preserve and improve the quality of surface and ground water in the District.*  
582-3148  
[www.gallatin.mt.gov/GLWQD](http://www.gallatin.mt.gov/GLWQD)



**MAJOR SPONSORS:**  
**Gilhausen Family Foundation**  
**Zoot Enterprises**

**SPONSORS:**  
 Allied Waste  
 Full Circle Recycling  
 Gallatin County Fairgrounds  
 MT Dept. Environmental Quality  
 City of Bozeman Solid Waste Division  
 Bozeman Deaconess Hospital  
 Simms Fishing Products  
 eWranglers  
 Jennings Law Office  
 West Yellowstone Transfer Station

**VOLUNTEERS:**

Janet Bender-Keigley	Dustin Johnson	Wendy Wiedenmeyer
Kelly Hayden	Steve White	Mariah Schmidt
Dave Clark	Matt White	Carly Drain
Nick Johnson	Tom Moore	Peter & Robin Bennett
Brian Oevermann	Karen Halverson	Sandra Boggs
Blair Howze	Steve Gordon	Matt White
Randy Crone	Kathy Derby	Tiffany Hartpence
Jennifer Blossom	Tanya Arrington	Kathy O'Hern

**DONORS:**

Color World Printers	Leap Farms	Middle Creek Montessori	Computer & Printer Repair
Recompute Bozeman	Owenhouse Hardware	Veridical Research & Design	Indoor Air Quality & Occupant Health
Physicians Laboratory Services	ILX Lightwave	USDA-MT FSA Office	Jerry's Enterprises
Bozeman Public Library	New Wave Research	The Bozeman Clinic	Steve Liebmman
Reproduction Fabrics	Dr. Sorenson	Land EKG	Shelby & Brian Brown
Computer Help	Crazy Mountain Air	Nervonix	Jeanene Guza
Bridger Clinic	Think One	American Bank	James & Stephanie McDowell
Northwestern Mutual	Manhattan School Dist. #3	American Simmental Assoc.	Nicki Nelson
Langhor's Flowerland	Thompson Media	On Site Management, Inc.	Jeffrey Johnson
Action Lighting	Moore, O'Connell & Refling	Custom Computer Design	Steve & Sandra Birrell
Bridger Engineers, Inc.	Double Diamond Halter Co.	DA Davidson	Brooks & Jennifer Martin
Castronovo Financial Group	Kingfisher Consulting	Turner Enterprises, Inc.	KGLT Radio

*Post-event Thank You Display Advertisement run in the Bozeman Daily Chronicle.*

## NEWS RELEASE

September 4, 2007

### CONTACT INFORMATION:

Tammy Crone (582-3145 [tammy.crone@gallatin.mt.gov](mailto:tammy.crone@gallatin.mt.gov))  
Gallatin Local Water Quality District  
215 W. Mendenhall St., Suite E  
Bozeman, MT 59715

### FOR IMMEDIATE RELEASE –

Wanted: Electronic Waste! Bring to the Free Gallatin E-Waste Round-up!

Gallatin County residents are invited to empty their garages, basements and closets of unwanted computers and computer-related equipment as well as cell phones, PDAs, and other unwanted home entertainment electronics. Residents can then bring this equipment to the Gallatin County Fairgrounds, Building #3, on Saturday, October 6, between 9:00 a.m. and 2:00 p.m. Businesses are welcome to bring in their unwanted electronics on Friday, October 5, by appointment only. Call 582-3145 to schedule. A satellite event is scheduled for residents in the West Yellowstone area on Saturday, September 29, between 10:00 a.m. and 1:00 p.m. at the West Yellowstone Transfer and Compost Facility. All events are free. However donations are welcome to cover transportation and recycling costs.

Any brand of electronic equipment will be accepted. Only 19" or smaller televisions can be dropped-off. Kitchen and bathroom-related electronics including appliances will not be accepted. The computers and related equipment will be recycled and demanufactured in the U.S. in an environmentally safe manner.

The goal of this event is to make donation and recycling of electronic equipment easy and affordable for consumers while keeping the metals and other hazardous materials associated with electronics out of our local landfills and protect ground water. It also reduces the need for the use of virgin materials in the computer and electronics manufacturing process.

One of the more serious environmental contaminants is lead found in computer monitors. One monitor can contain up to 8 pounds of lead. The principal pathway of concern is lead leaching from landfills and contaminating drinking water supplies.

The Gallatin Local Water Quality District hosted a similar event in 2006. "The turnout for our e-waste collection events is phenomenal," said Tammy Crone, Water Quality Specialist, "We took in over 100 tons of e-waste last year; keeping those materials out of our local landfills."

Holding an e-waste event is not cheap. "Last year's collection event cost the District more than \$28,000. That included in-kind match. Transportation costs alone were nearly \$13,000 and that doesn't include the recycling fee, which was waived by the recycler last year", said Crone. This year's event is being sponsored by several generous donations from the Gilhousen Family Foundation, Zoot Enterprises, Montana DEQ and Simms. "Without the cash donations from these organizations, we wouldn't have been able to hold an event this year without charging the public to cover recycling and transportation costs", said Tammy Crone.

-end-

## **MEDIA ALERT \*\*\* GREAT VISUALS \*\*\* MEDIA ALERT**

### **ELECTRONIC WASTE RECYCLING COLLECTION EVENT IN BOZEMAN**

**-- Saturday, October 6<sup>th</sup> 9:00 a.m. to 2:00 p.m. at the Gallatin County Fairgrounds, Building #3 --**

**What:** The Gallatin Local Water Quality District, is offering a free electronic waste (e-waste) collection day, Saturday, October 21 at the Gallatin County Fairgrounds, Building #3. Event sponsors are the Gilhousen Family Foundation, Zoot Enterprises, Montana Department of Environmental Quality, Simm Fishing and Jennings Law Office. In-kind sponsors include Full Circle Recycling, City of Bozeman Solid Waste Division, West Yellowstone Compost and Transfer Facility, and the Gallatin County Fairgrounds.

Gallatin County residents are invited to empty their garages, basements and closets of unwanted computers and related equipment, home entertainment electronics, cell phones and PDAs. The goal of the event is to make donation and recycling of electronic equipment easy and affordable for consumers while keeping the metals and other hazardous materials in these electronics out of our local landfills.

Drop-off for Gallatin County residents is free. Businesses are asked to participate on Friday, October 5<sup>th</sup> by calling 582-3145 to schedule a drop-off appointment. All electronics collected will be recycled and de-manufactured in the United States.

**Visuals:**

- Volunteers unloading unwanted e-waste from consumers cars.
- Volunteers sorting and palletizing the e-waste, and loading pallets for transport.

**When:** Saturday, October 6, 2007  
9:00 a.m. to 2:00 p.m. (gates may close earlier if volume capacity reached)

**Where:** Gallatin County Fairgrounds, Building #3  
Bozeman, MT

**Contact:** Tammy Crone (582-3145) or Alan English (582-3148)

**Background:** The Gallatin Local Water Quality District held a similar event in 2006. "The turnout for our e-waste collection events is phenomenal," said Tammy Crone, Water Quality Specialist, "We took in over 100 tons of e-waste last year; keeping those materials out of our local landfills." The goal of this event is to make donation and recycling of electronic equipment easy and affordable for consumers while keeping the metals and other hazardous materials associated with electronics out of our local landfills and protect ground water. It also reduces the need for the use of virgin materials in the computer and electronics manufacturing process. One of the more serious environmental contaminants is lead found in computer monitors. One monitor can contain up to 8 pounds of lead. The principal pathway of concern is lead leaching from landfills and contaminating drinking water supplies.

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## ***Gallatin Local Water Quality District***

Courthouse Annex, 215 W. Mendenhall, Suite E • Bozeman, MT 59715

(406) 582-3148 • (406) 582-3145

[www.gallatin.mt.gov/GLWQD](http://www.gallatin.mt.gov/GLWQD)

---

October 6, 2007

Dear \_\_\_\_\_:

Thank you for your donation of \$\_\_\_\_\_ to the 2007 Gallatin County Electronic Waste Recycling Collection Event!

Your contribution will help defray the transportation and recycling costs for properly disposing of unwanted/unusable electronic equipment. This will not only keep these materials out of the local landfill, saving valuable space, but will also help to protect our local water resources.

Thank You!

*Tammera Crone*

Tammera Crone  
Water Quality Specialist  
E-Waste Collection Event Coordinator

---

***Our mission is to protect, preserve and improve the quality of surface water and ground water.***

## **APPENDIX B**

### **BUDGET**



## FINAL BUDGET

## Gallatin County E-waste Round-up

September 29, October 5, 6, 2007

		EXPENSES	
Sponsors	Revenue	Cash	In-Kind
Montana DEQ (earmark \$1,000 for advertising costs)	\$ 1,500.00		
Gallatin Local Water Quality District	\$ 3,274.04		
Gilhousen Family Foundation	\$ 5,000.00		
Zoot Enterprises	\$ 5,000.00		
Allied Waste	\$ 1,500.00		
Simms Fishing Products	\$ 500.00		
Ewranglers	\$ 500.00		
Jennings Law Office	\$ 350.00		
Donations - Businesses	\$ 3,600.00		
Donations - West Yellowstone Satellite Event	\$ 71.00		
Donations - Residential	\$ 454.00		
Revenue Total	\$ 21,749.04		
Advertising			
Newspaper display ads		\$ 1,943.53	
RBC radio PSA ads		\$ 350.00	
Printing - WY Satellite Event		\$ 20.26	
Signage - Sign-A-Rama		\$ 36.75	
Advertising Total		\$ 2,350.54	\$ -
Manpower			
Gallatin Local Water Quality District (200 staff hrs)			\$ 4,400.00
Inland Retech (general labor 2 personnel for 2 days)		\$ 350.00	
City of Bozeman personnel			\$ 524.65
WY Compost/Transfer Station personnel (10 hrs @ \$20/hr) - estimate			\$ 200.00
Full Circle Recycling personnel (10 hrs @ \$20/hr.) estimate			\$ 200.00
Volunteers (Business=\$522.48, Residential=\$1343.52, WY=\$335.88) 34vol @ 12.44/hr			\$ 2,201.88
Manpower Total		\$ 350.00	\$ 7,526.53
Refreshments for Volunteers			
West Yellowstone Satellite Event		\$ 65.92	
Bozeman Event (both business & residential drop-off days)		\$ 209.54	
Refreshments Total		\$ 275.46	
Supplies & Equipment			
Gaylord boxes (Full Circle Recycling 20 @ \$7/ea)			\$ 140.00
Gaylord boxes - Pacific Steel in Billings (10 @ \$15/each)		\$ 150.00	
Facility rental (Fairgrounds Bldg. #3 for 5 days @ \$309/day)			\$ 1,545.00
Safety vests (Allied Waste) 10 @ \$5/each			\$ 50.00
Stop signs (City of Bozeman)			\$ 10.00
Forklift w/ propane bottle (City of Bozeman)			\$ 350.00
Pallets 85 @ \$2/ea. (Full Circle Recycling)			\$ 170.00
Pallet jack (5 days @ \$27/day - estimate) (Full Circle Recycling)			\$ 135.00
Garbage dumpster disposal (City of Bozeman)			\$ 155.00
6 yard dumpster for garbage (City of Bozeman)			\$ 214.00
Stretch wrap tool		\$ 51.22	
Packing tape		\$ 16.74	
Stretch wrap - purchased via Inland Retech (4 cases @ \$60/case)		\$ 240.00	
Stretch wrap - WY Satellite Event		\$ 56.98	
Supplies & Equipment Total		\$ 514.94	\$ 2,769.00
Transportation & Recycling			
Staples, Inc. - GLWQD disposal of 3 monitors, 3 CPUs left at fairgrounds after event		\$ 60.00	
Inland Retech		\$18,198.10	
Leep Farms (transport of gaylords from Billings - \$0.48/mi @ 160 miles) estimate			\$ 76.80
Full Circle Recycling (\$0.48/mi @ 200 miles) estimate			\$ 96.00
Recycling Contractor Total		\$ 18,258.10	\$ 172.80
GRAND TOTALS	\$ 21,749.04	\$ 21,749.04	\$ 10,468.33
EVENT TOTAL COMBINED (in-kind & cash) EXPENSES			\$ 32,217.37